



## **SUMMARY MINUTES – FEBRUARY 22, 2008**

### Public & Closed Session Location

801 Capitol Mall, Room 150  
Sacramento, CA 95814

## **MID-MONTH BOARD MEETING MINUTES**

### **PUBLIC SESSION OF THE STATE PERSONNEL BOARD**

#### **1. ROLL CALL**

Members Present:

Sean Harrigan, President  
Richard Costigan, Vice President  
Anne Sheehan, Member  
Maeley Tom, Member

#### **2. REPORT OF THE EXECUTIVE OFFICER – Suzanne M. Ambrose**

- SSA exam details:
  - The top three ranks contain those with vet points only; currently there are 18 people in those ranks; with 1873 people in the next rank. A total of 445 (38 vets) have been hired off the list. 3 people are on the top of the list as SROA eligible.
- Attended an Assembly Subcommittee Special Budget Hearing on 10% cut on 1/23/08. The discussion was primarily about the Appeals Division backlog.
- Presented at the Workforce Planning Conference with Senators Ashburn and Perata on 2/7/08.
- Boomerang (a web site for hiring retired annuitants) was developed by a multi-departmental team; the host of this site will move from FTB to SPB next month. SPB will administer and maintain the site.
- Met with UC and Agency on UC recruitment.
- Met with CHP (Mike Brown) on withhold criteria.
- Attended a meet and greet with Teri Takai, new State CIO.
- Met with AG's office and received a demonstration of their video conferencing technology.
- The Board was asked if they would like to support the Asian Pacific State Employees' Association Conference. All Board members agreed to support the Conference.

#### **3. REPORT OF THE CHIEF COUNSEL - Elise S. Rose**

- SPB won the tentative decision in *Bezis v. SPB* and will appear on Monday, February 25, 2008.
- SPB has received writ petitions in *Ortiz* and in *Azevedo* and will discuss the options in closed session.

- The Council of Counsels meeting went very well and was widely attended. The next meeting is in May.
- Ms. Rose attended the General Counsels in State Government meeting.
- The Receiver's peer review motion is still pending and SPB has stipulated to extend the receiver's time to respond until 2/29/08. In the interim, we are working on finding a solution.

**4. REPORT ON LEGISLATION - Sherry Evans**

- Ms. Evans has nothing new to report in open session. She will discuss pending legislation with the Board in closed session.

**5. NEW BUSINESS**

- Mr. Clark Kelso, the new Prison Health Care Receiver, introduced himself to the Board and gave a brief presentation on his future plans for the Receiver's Office.

**6. HEARING – STATE PERSONNEL BOARD AND DEPARTMENT OF CORRECTIONS AND REHABILITATION**

Proposed revisions to the minimum qualifications for the classifications of Staff Psychiatrist, Correctional and Rehabilitative Services, (Safety); Senior Psychiatrist, Correctional and Rehabilitative Services, (Safety); Senior Psychiatrist (Specialist), Correctional and Rehabilitative Services, (Safety); Senior Psychiatrist (Supervisor), Correctional and Rehabilitative Services, (Safety); Chief Psychiatrist, Correctional and Rehabilitative Services (Safety); and revisions to Alternate Range Criteria 444.

**ACTION:** The Board approved the proposed revisions and asked that both the department and the union report back to the Board within 60 days on additional proposed revisions.

**CLOSED SESSION OF THE STATE PERSONNEL BOARD**

**7. EMPLOYEE APPOINTMENTS, DISCIPLINARY MATTERS, AND OTHER APPEALS**

Deliberations to consider matters submitted at prior hearing.  
[Government Code Sections 11126(c)(3), 18653(3)].

**8. DELIBERATION ON NON-EVIDENTIARY CASES AND ADVERSE ACTIONS, DISCRIMINATION COMPLAINTS, AND OTHER PROPOSED DECISIONS SUBMITTED BY ADMINISTRATIVE LAW JUDGES**

Deliberations on proposed, rejected, remanded, and submitted decisions; petitions for rehearing; and other matters related to cases heard by Administrative Law Judges of the State Personnel Board or by the Board itself.

[Government Code Sections 11126(c)(3), and 18653].

**9. PENDING LITIGATION**

Conference with legal counsel to confer with and receive advice regarding pending litigation when discussion in open session would be prejudicial.

[Government Code sections 11126(e)(1) and 18653].

California Highway Patrol, et al. v. State Personnel Board, et al.

Sacramento Superior Court

Case No. 34-2008-00002G14-CU-WM-GDS

California Department Corrections and Rehabilitation, et al. v. State Personnel Board, et al.

Sacramento Superior Court

Case No. 34-2007-00883875-CU-WM-GDS

Patrick McCollum v. State of California

United States District Court, Northern District of California

Case No. C 04-03339 CRB

Plata, et al. v. Schwarzenegger, et al.

Case No. C01-1351 THE

**10. RECOMMENDATIONS TO THE LEGISLATURE**

**NONE**

**11. RECOMMENDATIONS TO THE GOVERNOR**

**NONE**

**PUBLIC SESSION OF THE STATE PERSONNEL BOARD**

**12. DISCUSSION OF UPCOMING BOARD MEETING SCHEDULED FOR MARCH 3-4, 2008, IN LOS ANGELES, CALIFORNIA**

**ACTION: NONE**

**BOARD ACTIONS**

13. **ADOPTION OF THE STATE PERSONNEL BOARD SUMMARY MINUTES OF THE JANUARY 8, 2008 BOARD MEETING.**

**ACTION: ADOPTED**

Vote: Harrigan, Costigan, Sheehan, Tom – Aye

14. **ANNOUNCEMENT OF ACTIONS TAKEN ON EVIDENTIARY CASES**

**A. BOARD CASES SUBMITTED**

These items have been taken under submission by the State Personnel Board at a prior meeting. Cases that are before the Board for vote will be provided under separate cover.

**1) CASE NO. 05-4007EA**

Appeal from denial of discrimination complaint

**Classification:** Outside contractor

**Department:** Department of Transportation

Proposed decision rejected December 19, 2006.

Pending oral argument April 3, 2007, Sacramento.

Oral argument continued.

Oral argument heard July 10, 2007, Sacramento.

Case ready for decision by FULL Board.

**NO ACTION**

**2) CASE NO. 06-3014PA**

Appeal from official reprimand

**Classification:** Correctional Sergeant

**Department:** Department of Corrections and Rehabilitation

Petition for rehearing granted July 10, 2007.

Transcript prepared.

Pending oral argument October 9, 2007, Sacramento.

Oral argument continued.

Oral argument heard December 4, 2007, San Francisco.

Case ready for decision by FULL Board.

**NO ACTION**

**3) PSC No. 07-02, CASE NO. 07-003(b)**

Appeal from Executive Officer's disapproval of Personal Services Contract for Janitorial Services

**Department:** Health Services

Petition for rehearing granted May 8, 2007.

Oral argument heard September 4, 2007, Sacramento.

Case ready for decision by FULL Board.

**NO ACTION**

**4) PSC No. 07-04**

Appeal from Executive Officer's disapproval of Personal Services Contract for Psychological Services

**Department:** Department of Mental Health

Oral argument heard December 4, 2007, San Francisco.

Case ready for decision by FULL Board.

**NO ACTION**

**B. CASES PENDING**

**ORAL ARGUMENTS**

**NONE**

**C. CHIEF COUNSEL RESOLUTIONS**

**NONE**

**COURT REMANDS**

**(1) CASE NO. 98-3128RB**

**Classification:** Deputy Attorney General IV

**Department:** Department of Justice

**ACTION:** Pulled by staff

**STIPULATIONS**

**NONE**

**D. ADMINISTRATIVE LAW JUDGE'S (ALJ) PROPOSED DECISIONS**

The Board Administrative Law Judges conduct evidentiary hearings in appeals that include, but are not limited to, adverse actions, medical terminations, demotions, discrimination, reasonable accommodations, and whistleblower complaints.

**PROPOSED DECISIONS**

These were ALJ proposed decisions submitted to the Board for the first time.

- (1) **CASE NO. 07-1866**  
Appeal from five percent reduction in salary for six months  
**Classification:** Correctional Sergeant  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (2) **CASE NO. 05-3515**  
Appeal from rejection during probationary period  
**Classification:** Deputy Attorney, Caltrans  
**Department:** Department of Transportation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (3) **CASE NO. 07-1914**  
Appeal from five percent reduction in salary for 13 months  
**Classification:** Correctional Officer  
**Department:** Department of Corrections and Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (4) **CASE NO. 07-2056**  
Appeal from rejection during probation  
**Classification:** Correctional Officer  
**Department:** Department of Corrections and Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (5) **CASE NO. 07-1577**  
Appeal from dismissal and non-punitive termination  
**Classification:** Correctional Officer  
**Department:** Department of Corrections and Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (6) **CASE NO. 06-1598**  
Appeal from 30 working days suspension  
**Classification:** Officer  
**Department:** Department of the California Highway Patrol  
**ACTION:** The Board adopted the ALJ's Proposed Decision

- (7) **CASE NO. 07-3704**  
Appeal from rejection during probation  
**Classification:** Maintenance Mechanic, Correctional Facility  
**Department:** Department of Corrections and Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (8) **CASE NO. 07-1163**  
Appeal from dismissal  
**Classification:** Parole Agent II (Adult Parole Specialist)  
**Department:** Department of Corrections and Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (9) **CASE NO. 07-2658**  
Appeal from automatic resignation  
**Classification:** Administrative Analyst/Specialist  
**Department:** California State University, Sacramento  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (10) **CASE NO. 07-0827**  
Appeal from one month suspension  
**Classification:** Case Service Assistant  
**Department:** Department of Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (11) **CASE NO. 06-1271**  
Appeal from five days suspension  
**Classification:** Facility Captain  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision

**PROPOSED DECISIONS TAKEN UNDER SUBMISSION AT A PRIOR MEETING**

NONE

**PROPOSED DECISIONS AFTER BOARD REMAND**

- (12) **CASE NO. 07-3856R**  
Appeal from formal reprimand  
**Classification:** Supervisor of Academic Instruction  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision



**(13) CASE NO. 07-1512R**

Appeal from one-step reduction in salary for six months

**Classification:** Psychiatric Technician

**Department:** Department of Mental Health

**ACTION:** The Board adopted the ALJ's Proposed Decision

**PROPOSED DECISIONS AFTER SPB ARBITRATION**

NONE

**PROPOSED DECISIONS SUBMITTED FOR RATIFICATION OF  
ACTIONS TAKEN AT JANUARY 8, 2008, BOARD MEETING**

**(1) CASE NO. 06-2333**

Appeal from ten percent reduction in salary for 12 months

**Classification:** Correctional Lieutenant

**Department:** Department of Corrections & Rehabilitation

**ACTION:** The Board adopted the ALJ's Proposed Decision

**(2) CASE NO. 06-1286**

Appeal from dismissal

**Classification:** Youth Correctional Counselor

**Department:** Department of Corrections & Rehabilitation

**ACTION:** The Board adopted the ALJ's Proposed Decision

**(3) CASE NO. 06-3776**

Appeal from dismissal

**Classification:** State Facilities Manager I

**Department:** Department of General Services

**ACTION:** The Board adopted the ALJ's Proposed Decision

**(4) CASE NO. 07-1418**

Appeal from ten percent reduction in salary for twenty-four months

**Classification:** Correctional Officer

**Department:** Department of Corrections & Rehabilitation

**ACTION:** The Board adopted the ALJ's Proposed Decision

**(5) CASE NO. 07-1243**

Appeal non-punitive termination

**Classification:** Automotive Equipment Operator I

**Department:** Department of Developmental Services

**ACTION:** The Board adopted the ALJ's Proposed Decision

- (6) **CASE NOS. 98-4118B & 99-0772B**  
Appeals from back-pay determination  
**Classification:** Institution Artist/Facilitator  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (7) **CASE NO. 06-0060**  
Appeal from dismissal  
**Classification:** Medical Technical Assistant  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (8) **CASE NO. 07-1058**  
Appeal from ten percent reduction in salary for six months  
**Classification:** Correctional Counselor II  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (9) **CASE NO. 06-4038**  
Appeal from five percent reduction in salary for six months  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (10) **CASE NO. 06-0973**  
Appeal from dismissal  
**Classification:** Stationary Engineer, Correctional Facility  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (11) **CASE NO. 07-0579**  
Appeal from dismissal  
**Classification:** Psychiatric Technician Assistant  
**Department:** Department of Mental Health  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (12) **CASE NO. 07-0580**  
Appeal from dismissal  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision

- (13) **CASE NO. 07-0365**  
Appeal from dismissal  
**Classification:** Facility Captain  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (14) **CASE NO. 07-1280**  
Appeal from five-day suspension  
**Classification:** Fraud Investigator  
**Department:** Department of Health Services  
**ACTION:** The Board adopted the ALJ's Proposed Decision
- (15) **CASE NO. 06-3747**  
Appeal from dismissal  
**Classification:** Parole Agent I  
**Department:** Department of Corrections & Rehabilitation  
**ACTION:** The Board adopted the ALJ's Proposed Decision

**E. PETITIONS FOR REHEARING**

**ALJ PROPOSED DECISIONS ADOPTED BY THE BOARD**

The Board voted to grant or deny a petition for rehearing filed by one or both parties, regarding a case already decided by the Board.

- (1) **CASE NO. 00-1687AC**  
Appeal from denial of request for reasonable accommodation  
**Classification:** Correctional Lieutenant  
**Department:** Department of Corrections and Rehabilitation  
**ACTION: DENIED**
- (2) **CASE NO. 07-2680P**  
Appeal from dismissal  
**Classification:** Administrator II  
**Department:** CSU, California Maritime Academy  
**ACTION: DENIED**
- (3) **CASE NOS. 06-4707P & 07-1487P**  
Appeal from 60 work days suspension and dismissal  
**Classification:** Staff Psychiatrist  
**Department:** Department of Corrections and Rehabilitation  
**ACTION: DENIED**

- (4) **CASE NO. 06-1829NP**  
Appeal of request to file charges  
**Classification:** Former employee of the Department of Forestry and Fire Protection  
**ACTION: DENIED**
- (5) **CASE NO. 05-1890P**  
Appeal from demotion  
**Classification:** Professor  
**Department:** San Jose State University  
**ACTION: DENIED**
- (6) **CASE NO. 05-1863EP**  
Appeal from denial of discrimination complaint  
**Classification:** Workers Compensation Insurance Technician  
**Department:** State Compensation Insurance Fund  
**ACTION: DENIED**
- (7) **CASE NO. 06-2890P**  
Appeal from dismissal  
**Classification:** Parole Agent I  
**Department:** Department of Corrections and Rehabilitation  
**ACTION: DENIED**

**WHISTLEBLOWER NOTICE OF FINDINGS**

**NONE**

**F. PENDING BOARD REVIEW**

These cases are pending preparation of transcripts, briefs, or the setting of oral argument before the Board.

- 1) **CASE NO. 07-0850A**  
Appeal from non-punitive termination  
**Classification:** Clinical Social Worker  
**Department:** Department of Corrections and Rehabilitation  
Proposed decision rejected September 24, 2007.  
Transcript prepared.  
Oral argument set for February 4-5, 2008, Sacramento.  
Oral argument continued.  
Oral argument set for March 3-4, 2008, Los Angeles.  
**NO ACTION**

- 2) **CASE NO. 05-3327A**  
Appeal from dismissal  
**Classification:** Medical Technical Assistant  
**Department:** Department of Corrections and Rehabilitation  
Proposed decision rejected July 10, 2007.  
Transcript prepared.  
Oral argument set for February 4-5, 2008, Sacramento.  
Oral argument continued.  
Oral argument set for March 3-4, 2008, Los Angeles.  
**NO ACTION**

- 3) **CASE NO. 06-3747A**  
Appeal from dismissal  
**Classification:** Parole Agent I  
**Department:** Department of Corrections and Rehabilitation  
Proposed decision rejected January 8, 2008.  
Pending transcript.  
**NO ACTION**

15. **RESOLUTION EXTENDING TIME PURSUANT TO GOVERNMENT CODE SECTION 18671.1**

**ACTION: ADOPTED**

VOTE: Harrigan, Costigan, Sheehan, Tom - Aye

16. **NON-EVIDENTIARY CASES**

A. **WITHHOLD APPEALS**

Cases heard by a Staff Hearing Officer, a managerial staff member of the State Personnel Board or investigated by Appeals Division staff. The Board will be presented recommendations by a Staff Hearing Officer or Appeals Division staff for final decision on each appeal.

**WITHHOLD FROM CERTIFICATION**  
**CASES HEARD BY A STAFF HEARING OFFICER**

**NONE**

**WITHHOLD FROM CERTIFICATION**  
**CASES NOT HEARD BY A STAFF HEARING OFFICER**

- (1) **CASE NO. 06-4107N**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation  
**Issue:** Gang affiliation.  
**ACTION: DENIED**
- (2) **CASE NO. 07-3722N**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation  
**Issue:** Illegal drug use.  
**ACTION: DENIED**
- (3) **CASE NO. 06-3117N**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation  
**Issue:** Failure to disclose all employers as well as written reprimands.  
**ACTION:** Pulled by staff
- (4) **CASE NO. 06-4558N**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation  
**Issue:** Failure to accurately state education.  
**ACTION: DENIED**
- (5) **CASE NO. 06-4546N**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation  
**Issue:** Illegal drug use.  
**ACTION:** Pulled by staff
- (6) **CASE NO. 06-3028N**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation  
**Issue:** Failure to provide honest and accurate information in his PHS, his discharge from the military for “unsatisfactory performance,” and negative law enforcement contacts.  
**ACTION: DENIED**

- (7) **CASE NO. 06-3965N**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation  
**Issue:** Failure to accurately disclose his employment history, the disciplinary actions taken against him and subsequent termination within one year of applying to the CDCR.  
**ACTION: DENIED**
- (8) **CASE NO. 06-2438N**  
**Classification:** Youth Correctional Counselor  
**Department:** California Department of Corrections & Rehabilitation  
**Issue:** Failure to provide honest and accurate information and negative law enforcement contact.  
**ACTION: DENIED**

**B. MEDICAL AND PSYCHOLOGICAL SCREENING APPEALS**

Cases heard by a Staff Hearing Panel comprised of a managerial staff member of the State Personnel Board and a medical professional. The Board will be presented recommendations by a Hearing Panel on each appeal.

- (1) **CASE NO. 06-1818N**  
**Classification:** Hospital Peace Officer  
**Department:** Department of Mental Health  
**ACTION: DENIED**

**DISMISSED CASES**

- **CASE NO. 07-4120N**  
**Classification:** Psychiatric Technician  
**Department:** Department of Mental Health
- **CASE NO. 07-4279N**  
**Classification:** Cadet  
**Department:** California Highway Patrol
- **CASE NO. 07-1877N**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation

- **CASE NO. 07-3512N**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation

**C. EXAMINATION APPEALS, MINIMUM QUALIFICATIONS, MERIT ISSUE COMPLAINTS**

Cases heard by a Staff Hearing Officer, a managerial staff member of the State Personnel Board or investigated by Appeals Division staff. The Board will be presented recommendations by a Staff Hearing Officer or Appeals Division staff for final decision on each appeal.

**NONE**

**D. RULE 211 APPEALS, RULE 212 OUT OF CLASS APPEALS, VOIDED APPOINTMENT APPEALS**

Cases heard by a Staff Hearing Officer, or a managerial staff member of the State Personnel Board. The Board will be presented recommendations by a Staff Hearing Officer for final decision on each appeal.

**NONE**

**E. REQUEST TO FILE CHARGES CASES**

Investigated by Appeals Division staff. The Board will be presented recommendations by Appeals Division staff for final decision on each request.

**NONE**

**PETITIONS FOR REHEARING CASES**

**NONE**

**17. NON-HEARING CALENDAR**

**A. BOARD ITEMS PRESENTED BY STATE PERSONNEL BOARD OR DEPARTMENT OF PERSONNEL ADMINISTRATION TO ESTABLISH, REVISE OR ABOLISH CLASSIFICATIONS, ALTERNATE RANGE CRITERIA, ETC.**

**NONE**

**B. ABOLISHMENT OF CLASSES THAT HAVE HAD NO INCUMBENTS FOR MORE THAN TWO YEARS. DEPARTMENTS THAT UTILIZE THE**



**CLASS AS WELL AS THE APPROPRIATE UNION HAVE NO OBJECTION TO THE ABOLISHMENT OF THESE CLASSES.**

**THE DEPARTMENT OF PERSONNEL ADMINISTRATION AND THE STATE PERSONNEL BOARD** propose to abolish the following unused classifications, which have been vacant for more than twenty-four months. Departments that utilize the class as well as the appropriate union have no objection to the abolishment of these classes. When classes are proposed to be abolished which are part of a class series, and other classes within the series will continue to be used, the class specification is included in the board item.

<b>Title</b>	<b>Class Code</b>
Group Supervisor Trainee	9578

**ACTION: ADOPTED**

**18. STAFF CALENDAR ITEMS FOR BOARD INFORMATION**

**NONE**

**19. CAREER EXECUTIVE ASSIGNMENT (CEA) CATEGORY ACTIVITY**

**A. REQUESTS TO ESTABLISH NEW OR REVISE EXISTING CEA POSITIONS CURRENTLY UNDER CONSIDERATION**

**PROJECT MANAGER, ENTERPRISE TRANSITION MANAGEMENT PROJECT, CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CalPERS)**

The California Public Employees' Retirement System proposes to allocate the above position to the CEA category. The position will be responsible for managing and directing all activities associated with the Enterprise Transition Management Project (ETM) and will make recommendations to Executive Staff on issues that will support the Pension System Resumption Project (PSR). The Project Manager will act as a policy advisor to CalPERS Project Steering Committees, Business Owner Committee, and Executive Planning Committee.

**PRINCIPAL HEALTH POLICY ADVISOR, CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CalPERS)**

The California Public Employees' Retirement System proposes to allocate the above position to the CEA category. The position will serve as a high level policy liaison between the CalPERS Board President, Chair of the Board's Health Benefits Committee and the Board's Health Program

Consultant and serve as an independent advisor to the Board on complex health policy issues.

**BUSINESS DEPUTY, PENSION SYSTEMS RESUMPTION PROJECT, CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CalPERS)**

The California Public Employees' Retirement System proposes to allocate the above position to the CEA category. The position will serve as an advisor to Division Chiefs, facilitates project-driven policy discussions with the Business Owners Committee and oversees the resolution of policy conflicts across multiple lines of business. The Business Deputy has a major role in the formulation and modification of departmental policies involving retirement and health operational practices, programs and services.

**CHIEF COUNSEL, CALIFORNIA INFRASTRUCTURE AND ECONOMIC DEVELOPMENT BANK (I-BANK)**

The California Infrastructure and Economic Development Bank (I-Bank) proposes to allocate the above position to the CEA category. The Chief Counsel serves as chief legal advisor on all legal issues, is responsible for the legal program for the I-Bank.

**DEPUTY DIRECTOR, CALIFORNIA HIGH-SPEED RAIL AUTHORITY**

The California High-Speed Rail Authority proposes to allocate the above position to the CEA category. The position will formulate policies for the Authority's Administration/Information Technology programs and the high-speed train program in the Central Valley and Los Angeles basin.

**DEPUTY DIRECTOR, ENVIRONMENTAL SERVICES BRANCH**

The California Department of Corrections and Rehabilitation proposes to allocate the above position to the CEA category. The Deputy Director is the management expert responsible for providing policy and procedural advice to the Director, Planning, Acquisition and Design Division; developing and implementing new policy and procedures; advising management on proposed legislation that may impact environmental services; overseeing the development of reports to the legislature required under existing and new statute; and representing the Department with the Legislature, Department of Finance, and at public hearings.

**CHIEF, BUSINESS OPERATIONS UNIT**

The California Department of Corrections and Rehabilitation, Plata Personnel Services, proposes to allocate the above position to the CEA category. The position has full responsibility and accountability for the planning, organization, direction and administration of the Business Operations Unit. The Chief will provide innovative program development

and administration. The Chief will provide executive management, policy formulation, guidance, consultation, oversight, administration, technical assistance, and interpretation of administrative and business services standards, laws, rules, and regulations; and responds to questions from the Office of the Receiver.

**ASSOCIATE DIRECTOR, SUPPORT OPERATIONS SECTION**

The California Department of Corrections and Rehabilitation, Plata Personnel Services, proposes to allocate the above position to the CEA category. The position has full responsibility and accountability for the overall planning, organization, direction, and administration of the Support Operations Section. The Associate Director will provide innovative program development and administration, and cross-program coordination to the Litigation Management, Telemedicine Services, Pharmacy Services, and Business Operations Units. The Associate Director provides executive management, policy formulation, guidance, consultation, oversight, administration, technical assistance and interpretation of medical-administrative and administrative standards, laws, rules and regulations; and responds to questions from and provides information to the Office of the Receiver.

**COMPSTAT (COMPUTERIZED STATISTICS) ADMINISTRATOR, THE OFFICE OF AUDITS AND COMPLIANCE**

The California Department of Corrections and Rehabilitation proposes to allocate the above position to the CEA category. The position is responsible for establishing and refining COMPSTAT processes including improvements in reporting program and departmental performance measures, and writing policies and procedures for the COMPSTAT process. The COMPSTAT Administrator will serve as the key departmental contact with stakeholders and program providers, respond to inquiries from the Governor's Office and the Legislature and serves as the principal advisor to the Secretary, Undersecretaries, departmental executive and management staff, Wardens, and Superintendents.

**ASSISTANT DEPUTY DIRECTOR, CENTER FOR FAMILY HEALTH**

The Department for Public Health proposes to allocate the above position to the CEA category. The Assistant Deputy Director, Center for Family Health is responsible for the day-to-day operations of the Center and, as such, is directly involved in program policy, planning and organization. This position is responsible for maintaining adequate processes and procedures to reduce disparities and promote improved health outcomes for the safety and protection of California's population.

**DEPUTY DIRECTOR, CENTER FOR FAMILY HEALTH**

The Department of Public Health proposes to allocate the above position to the CEA category. The Deputy Director of the Center for Family Health develops, implements, coordinates, evaluates, and manages family health programs designed to reduce disparities and promote improved health outcomes for California's population. This position effectively recommends and implements major statewide and departmental policy decisions for the effective operation of the Center for Family Health.

**DEPUTY DIRECTOR, EXTERNAL AFFAIRS**

The Department of Corrections and Rehabilitation (CDCR) proposes to allocate the above position to the CEA category. The position manages statewide outreach efforts to stakeholders who are integral to the successful implementation of the CDCR mission. The position has broad responsibility for policy development and implementation regarding external affairs functions or the full range of topics affecting the Department. The position directly advises the CDCR executive staff on External Affairs related issues and influence departmental policy that is implemented statewide.

**DEPUTY COMMISSIONER, CREDIT UNION PROGRAM**

The Department of Financial Institutions proposes to allocate the above position to the CEA category. The position is responsible for evaluating, developing, implementing policies for the Credit Union Program. The Deputy provides administrative oversight for an area of significant sensitivity involving the financial structure and systems of state licensed financial institutions and the public.

**B. EXECUTIVE OFFICER DECISIONS REGARDING REQUESTS TO ESTABLISH NEW OR REVISE EXISTING CEA POSITIONS**

**ASSISTANT DEPUTY DIRECTOR, OFFICE OF HEALTH PLAN OVERSIGHT**

The Department of Managed Health Care's request to allocate the above position has been approved effective January 10, 2008.

**ACTION: NOTED**

**20. WRITTEN STAFF REPORT FOR BOARD INFORMATION**

**NONE**

**21. PRESENTATION OF EMERGENCY ITEMS AS NECESSARY**

**NONE**

**22. BOARD ACTIONS ON SUBMITTED ITEMS**

These items have been taken under submission by the State Personnel Board at a prior meeting and may be before the Board for a vote at this meeting.

**SUBMITTED**

**1. TEACHER STATE HOSPITAL (SEVERELY), ETC.**

Departments of Mental Health and Developmental Services.  
(Hearing held December 3, 2002).

**2. VOCATIONAL INSTRUCTOR (SAFETY) (VARIOUS SPECIALTIES)**

Departments of Mental Health and Developmental Services.  
(Hearing held December 3, 2002).

**3. TELEVISION SPECIALIST (SAFETY)**

The Department of Corrections proposes to establish the new classification Television Specialist (Safety) by using the existing Television Specialist class specification and adding "Safety" as a parenthetical to recognize the public aspect of their job, additional language will be added to the Typical Tasks section of the class specification and a Special Physical Characteristics section will be added.  
(Presented to Board March 4, 2003).

**4. PERSONAL SERVICES CONTRACT NO. 04-03**

Appeal of the California State Employees Association from the Executive Officer's April 15, 2004, Approval of Master Contracts between the California Department of Corrections and Staffing Solutions, CliniStaff, Inc., Staff USA, Inc., CareerStaff Unlimited, MSI International, Inc., Access Medical Staffing & Service, Drug Consultants, Infinity Quality Services Corporation, Licensed Medical Staffing, Inc., Morgan Management Services, Inc., Asereth Medical Services, and PrideStaff dba Rx Relief.  
(Hearing held August 12, 2004).

**5. CASE NO. 05-4007EA**

Appeal from denial of discrimination complaint. Outside contractor. Department of Transportation.  
(Oral argument held July 10, 2007).

**6. PERSONAL SERVICES CONTRACT NO. 07-02, CASE NO. 07-003(b)**

Appeal in the matter of the Executive Officer's disapproval of the Janitorial Services contract. Department of Health Services.

(Oral argument held on September 4, 2007).

7. **CASE NO. 06-3014PA.** Appeal from official reprimand. Correctional Sergeant. Department of Corrections and Rehabilitation.  
(Oral argument held on December 4, 2007).
8. **PERSONAL SERVICES CONTRACT NO. 07-04.** Appeal from Executive Officer's disapproval of Personal Services Contract for Psychological Services. Department of Mental Health.  
(Oral argument held on December 4, 2007).

## **A D J O U R N M E N T**

I hereby certify that the State Personnel Board made and adopted the preceding resolution at its meeting held on March 25, 2008.

VOTE: Harrigan, Costigan, Tom, Clarey – Aye

A handwritten signature in dark ink, appearing to read 'Suzanne M. Ambrose', written over a horizontal line.

Suzanne M. Ambrose  
Executive Officer  
California State Personnel Board